

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 175
OCTOBER 2, 2013 – WORK SESSIONS**

Public Works Summary Minutes

Work Session was held between the County Commissioners and Public Works on Wednesday, October 2, 2013, at 9:00 a.m., in the Island County Administration Building, Room 116, Coupeville, WA. Present were:

[illegible]

Staff Present: Bill Oakes, Director, Steve Marx, Erick Brooks

Others Present: Elaine Marlow, Budget Director, Don Burdick, Salish Coast Sciences

Record @ 00:05

Add-on

Subject/Description: Driftwood Way update

Attachment: none

Information: GeoEngineers are recommending red tagging two houses and removing the fill and culvert from the road for the winter.

Subject/Description: Fish & Wildlife update

Attachment:

Information: Bill briefed the Board on the Washington State Department of Fish & Wildlife's requirements for fish passage.

Public Works

Subject/Description: DEM - Out of State Travel Request

Attachment: Memo

Action Requested: Approval of approximately \$350.00 for food and parking for a 6 day out-of-state travel to the FEMA National Emergency Training Center (NETC) in Emmitsburg, MD. There is no fee for the course, lodging and transportation is provided by NETC. Air travel will be reimbursed by FEMA.

Follow Up: Okay with Board.

Subject/Description: Enterprise GIS

Attachment: PowerPoint

Information: Don Burdick, Salish Coast Sciences, provided a PowerPoint presentation on the Island County GIS Conceptual Plan for the expanded enterprise use of GIS in Island County. Next steps include a county wide needs analysis, departmental interviews and GIS project prioritization.

EXECUTIVE SESSION ANNOUNCED

The Board recessed and then meet in Executive Session at 9:50 a.m. as allowed under RCW 42.30110(1) to discuss with legal counsel litigation or potential litigation. The Executive Session lasted ½ hour with no announcement in open public session.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 176
OCTOBER 2, 2013 – WORK SESSIONS**

The Board reconvened at 10:20 a.m.

Roads

Subject/Description: Camano Visitor Center Proposed Fence

Attachment: Memorandum, Aerial Map w/Parcel Lines, Sketch of Proposed Fence, and Layout of Proposed Fence

Action Requested: Partner with Camano Island Chamber of Commerce to improve the safety of the parking lot by installing a split rail fence in the curbed median between the parking lot and SR 532. The fence would be installed on Island County property. The Chamber would provide the materials and install the fence.

Follow Up: Okay with Board.

Parks

Subject/Description: WSDOT Surplus Property; Tax Parcel No. R33229-408-4300

Attachment: Email correspondence, Aerial Photo & Vicinity Map

Information: WSDOT is trading the parcel to the Land Trust for property they need on the Davis Slew project. WSDOT is requesting a waiver of the 60-day notice requirement.

Follow Up: Okay with Board for Bill to respond to WSDOT granting approval to proceed with the project related exchange.

Subject/Description: Washington Wildlife and Recreation Program (WWRP) Project Agreement

Attachment: Memorandum, WWRP Project Agreement 12-1559A, Terms & Conditions of Project Agreement, Legal Description, Eligible Scope Activities, and Milestone report by Project

Action Requested: Approval of Washington Wildlife and Recreation Program (WWRP) Project Agreement 12-1559A; grant will be used to acquire additional acreage adjoining Trillium Community Forest for parking and trails; Amount: \$718,000.00.

Follow Up: Bill will look into the development potential of Parcels E, F & G and bring the discussion back before the Board.

Subject/Description: Island County and Whidbey Camano Land Trust Implementation & Cooperative Agreement for Local Parks RCO Grant

Attachment: Memorandum, Implementation & Cooperative Agreement, Exhibits A,B,C,D & E

Action Requested: Approval of Agreement between Island County and Whidbey Camano Land Trust specifying the cooperative administration and use of RCO Grant 12-1559A of \$718,000.00 to acquire additional acreage adjoining Trillium Community Forest for parking and trails.

Follow Up: Postponed.

**Human Resources
Summary Minutes**

Work Session was held between the County Commissioners and Human Resources on Wednesday, October 2, 2013 at 10:45 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Jill Johnson, Chair

Staff: Pam Dill

Kelly Emerson, Member - Excused

Helen Price Johnson, Member

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 177
OCTOBER 2, 2013 – WORK SESSIONS**

Staff Present: Melanie Bacon, Human Resource Director

Others Present: Elaine Marlow, Budget Director, Bill Oakes, Dave Wechner

Record @ 01:09

Subject/Description: Job Requisitions

Attachment: yes

Action Requested:

Public Works

- Solid Waste Recycling and Hazardous Waste Coordinator, replacement, NR-12 #078/13
Commissioner Price Johnson moved to approve Job Requisition #078/13. The motion was seconded by Commissioner Johnson and carried unanimously.

Planning

- Permit Tech 1, replacement, .5 FTE, C-7 #079/13
Commissioner Price Johnson moved to approve Job Requisition #079/13. The motion was seconded by Commissioner Johnson and carried unanimously.
- Senior Office Specialist, C-8 #080/13
Commissioner Price Johnson moved to approve Job Requisition #080/13. The motion was seconded by Commissioner Johnson and carried unanimously.

WSU

- MRC Assistant, contract extension, part-time #082/13 – Pulled

Superior Court

- Court Commissioner, #081/13 – Pulled

**Juvenile & Family Court Services
Summary Minutes**

Work Session was held between the County Commissioners and the Juvenile Department on Wednesday, October 2, 2013, at 11:15 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners:

Jill Johnson, Chair

Kelly Emerson, Member – Excused

Helen Price Johnson, Member

Staff: Pam Dill

Staff Present: Brooke Powell, Court Administrator, Zach Lively

Others Present: Elaine Marlow, Budget Director

Record @ 01:35:05

Subject/Description: Professional Services Agreement

Attachment: Agreement

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 178
OCTOBER 2, 2013 – WORK SESSIONS**

Action Requested: Approval of Agreement for Professional Services: Randy P. Green & Island County Juvenile Court; provides therapist services for Juvenile Court caseload; Terms: July 1, 2013 through June 30, 2015; Amount: \$4500.00.

Follow up: Okay with Board to move forward to a Monday agenda. (The Board approved moving forward to a Monday agenda the Professional Services Agreement with Paul Douhan, to provide therapist services for Juvenile Court caseload, once received.)

Subject/Description: Contract Amendment #2, Island County Juvenile Court & DSHS WA CARES

Attachment: Amendment #2

Action Requested: Approval of amendment #2 between Island County & DSHS WA CARES for funding for Drug Court Case Management license; Term: 10/1/2013 through September 30, 2015; Amount \$3000.00/year.

Follow up: Okay with Board to move forward to a Monday agenda.

Health Department Summary Minutes

Work Session was held between the County Commissioners and the Health Department on Wednesday, October 2, 2013, at 11:25 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Jill Johnson, Chair
Kelly Emerson, Member – Excused
Helen Price Johnson, Member

Staff Present: Keith Higman, Director, Jill Wood, Vanya Brown, Suzanne Turner, Dr. Brad Thomas

Others Present: Elaine Marlow, Budget Director

Record @ 01:46:00

Administration

Subject/Description: Agreement for Services

Attachment: Contract

Action Requested: Agreement with Opportunity Council; Island County Septic Inspection Intake and Referral Program; Contract No. HD-14-2013; Agreement Period: 7/1/13-6/30/14; Amount: Not to exceed \$7,500.00.

Follow up: Okay with Board to move forward to a Monday agenda.

Record @ 01:52:22

Add-on

Subject/Description: Coordinated Prevention Grant Agreement

Attachment: yes

Action Requested: Approval of Coordinated Prevention Grant Agreement between the State of Washington Department of Ecology and Island County Health Department for Solid Waste Enforcement; Grant No. G1400122; term: 7/1/13-6/30/15; Amount: \$206,320.00

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 179
OCTOBER 2, 2013 – WORK SESSIONS**

Follow up: Okay with Board to move forward to a Monday agenda.

Subject/Description: Federal Shutdown: Women, Infants and Children (WIC)
Supplemental Nutrition Program

Attachment: none

Information: Keith briefed the Board on the impact of the federal shutdown to the WIC program and staffing that supports the program.

Follow up: Keith will work with Elaine Marlow, Suzanne Turner and Health accounting staff to come up with the weekly cost to continue to compensate employees in this program.

Subject/Description: Solid Waste Code

Attachment: none

Discussion: Keith briefed the Board on issues the Health Department is having with a number of violations where administrative penalties have been issued without compliance. In one case the value of the penalties is in excess of the value of the property.

Follow up: Discussion only, no action taken.

Commissioners Agenda
Summary Minutes

The County Commissioners met during Work Session on Wednesday, October 2, 2013 at 11:50 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA.

Present were:

County Commissioners:	Jill Johnson, Chair	Staff: Pam Dill
	Kelly Emerson, Member – Excused	
	Helen Price Johnson, Member	

Others Present: Elaine Marlow, Budget Director

Record @ 02:16:40

Subject/Description: 2014 2% Hotel-Motel Tax

Attachments: yes

Action Requested: Approval of the 2% Hotel-Motel Lodging Tax Committees recommendations.

Follow up: Okay with full Board to move forward to Monday's agenda.

Subject/Description: Consider appointments/reappointments to the Lodging Tax Advisory Committee

Attachments: yes

Action Requested: The Board considered appointments/reappointments for Positions 1 & 5.

Follow up: Re-advertise for a representative from Central Whidbey of businesses subject to the tax, Position #2.

Subject/Description: Facilities & Administrative Services (cont from 9/18)

Attachments:

Action Requested: Postponed.

Follow up:

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 180
OCTOBER 2, 2013 – WORK SESSIONS**

BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON

Jill Johnson, Chair

Kelly Emerson, Member (*excused*)

Helen Price Johnson, Member

ATTEST:

Elaine Marlow, Clerk of the Board